

Civilian Employee Clearance Record (AR 690-300)

Clearing is mandatory for ALL Civilian Employees Leaving Fort Bliss

Please complete exit survey on-line at: www.cpol.army.mil/survey/exitsurvey/survey.html

Employee Name (Last, First, MI):

☐ Resign ☐ Retire ☐ Transfer ☐ Other

Organization:

New Duty Station:

Forwarding Address: (Street)

(City)

(State)

(Zipcode)

(Phone)

Organization -- Supervisor or Appropriate Official:

Initials/Stamp

1 - Security Debriefing

2 - Organizational Supply (Tools, Uniform, Manuals, etc turned in)

3 - Government Travel Card turned in

Government IMPAC Card (Bldg 2021)

Installation Property Book Office (Bldg 2527)

Center Library (Bldg 2)

Central Issue Facility (Bldg 1107)

Occupational Health Clinic (WBAMC, Bradley Bldg, 3d Floor)

Civilian Pay -- CSR (DRM, Bldg 1, Rm 112, Ray Vazquez)

DPTMS Loan and Issue (Bldg 724)

DOIM - E-Mail Account closed (Bldg 58, Rm 128)

Provost Marshal Vehicle Registration (Bldg 505)

Army Community Services (ACS)

2494 Ricker Road (only for PCS overseas)

Civilian Personnel Advisory Center (Bldg 504-B, Rm 100) LAST STOP

1 - Exit Survey Completed?

Yes ☐ No ☐

2 - Annual/Sick Leave, SF8, SF50, LWOP

3 - TSP/Retirement

4 - Health/Life Conversion Options

5 - ID Card turn-in

Yes ☐ No ☐ N/A ☐

6 - Personnel Systems User?

Yes ☐ No ☐

Userid: _____

Employee Signature and Date

CPAC Representative